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19 November 1981

MEMORANDUM FOR: Deputy Director for Administration ✓
Deputy Director for Operations
Deputy Director for Science and Technology
Director, National Foreign Assessment Center
Chairman, E Career Service

FROM: Federal Women's Program Manager

SUBJECT: Agency Participation in the Conference of the American
Association for the Advancement of Science, January 3-8,
1982

1. The Annual Conference of the American Association for the Advancement of Science (AAAS) will be held in Washington, D.C. at the Washington Hilton Hotel from 3-8 January 1982. Since over 8,000 registrants are expected, this conference is an excellent opportunity for recruiting for scientific positions.

2. The Federal Women's Program Inter-Agency Subcommittee on Women in Science and Engineering (WISE) is sponsoring a booth to explain scientific careers in the Federal Service. The CIA FWP will assist in funding and staffing the WISE booth in order to identify potential applicants for Agency employment.

3. I request your assistance by providing one person to help staff this booth. The individual should be conversant with your directorate's requirements and adept in dealing with the public. This effort will be coordinated with the Office of Personnel and participants will be briefed by Recruiting Division prior to the conference. If you have vacancies in scientific positions and wish to participate in this conference, please furnish the name of your representative to me by 4 December.



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